

B-5: Account Executive (4)

Date of Hire:	06/28/10
	09/13/2010
	09/20/2010
	09/27/2010

Referral Source of Hire: Employee Referrals (4)

# of Interviewees for position and Referral sources of interviewees	8
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[illegible]



EEO Check List

Position: Account Executive

Open date 4-12-10 Close date 8-9-10

Responsibility	Description	Date	Initials
Kimberly Taylor	Received notice of opening	✓	KT
Kimberly Taylor	Prepare open file	✓	KT
Department Head	Complete ad placement form	✓	KT
Freddie Milton	Mail referral letters & email station Webmaster & Corp. Webmaster to post on-line	✓	KT
Freddie Milton	Post opening on internally (Bulletin Boards)	✓	KT
Brent Booth	Post on station web site	✓	KT
Maggie Staneki	Post on Corporate Web Site	✓	KT
Freddie Milton	Return completed ad placement form with copy of all ads placed attached to EEO Coordinator	✓	KT
Interviewer	Ensure all candidates interviewed complete application & candidate profile form	✓	KT
Interviewer	Select candidate / review w/GM	✓	KT
Interviewer	Complete applicant recruiting summary	✓	KT
Interviewer	Notify candidate	✓	KT
Interviewer	Review File w/Department Head	✓	KT
Interviewer	Return closed EEO file which includes all resumes and applications to Kathleen	✓	KT
Karen Wills	Review file	✓	MS
Kimberly Taylor	Close file		
Freddie	Add info to current Public File Report		
Freddie Milton	Remove job description posting from bulletin board & return to Kim to place in EEO file		



Ad Placement CHECKLIST

Vacant Position Account Executive

Date Position Opened: 4/12/2010

Please check next to the organization(s) that you would like to place your ad. Please attach a copy of your ad.

Organization

EEO LETTERS (see list on back for list of org.)

My Eyewitness News Website

NPTV Website

602 COMMUNICATIONS (Sandy Lizik [slizik602@gmail.com])*

TVJobs

Tennessee Broadcast Association (TAB)

Broadcast Engineering Magazine** (Dahlstrom, Julie [Julie.Dahlstrom@penton.com])*

CareerBuilder

MediaRecruiter.com

Memphis Jobs

Monster.com

National Association of Black Journalists (NABJ)

National Association of Broadcasters (NAB)

National Association of Hispanic Journalists (NABJ)

Spots N Dots

Yahoo Hot Jobs

TVTechnology.com (Jessica Striano [jstriano@nbmedia.com])*

Check Source to use	Completed
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
N/C	<input checked="" type="checkbox"/>
N/C	<input checked="" type="checkbox"/>
N/C	
N/C	<input checked="" type="checkbox"/>
N/C	
\$567/30	
\$419/30	<input checked="" type="checkbox"/>
\$199/30	
\$299/30	
\$325/30	
\$150/30	
\$250/30	
\$100/30	
\$297/30	
\$349/30	
\$2 per word/30	

*Need to email

**Cost may vary depending on the length of the ad.

Manager Signature

Date

Business Manager Approval

Date

ABC 24 /CW 30 is seeking a full-time Account Executive. Candidate must be creative, energetic, passionate, detail oriented and have a strong drive to succeed! Must have excellent written and verbal communication skills, strong work ethic and positive attitude. Two plus years of sales preferred. Developmental and direct business experience is a plus. Pre-employment drug test and clean MVR required. Send cover letter and resume to: Laura Lovejoy ABC24/CW 30 2701 Union Ave Ext Memphis, TN 38112 or email to llovejoy@abc24.com



WPTY/WLMT/WJKT

Job Title: ACCOUNT EXECUTIVE

Department: WPTY/WLMT SALES **Reports To:** DIRECTOR OF SALES/GSM

REQUIREMENTS:

Education: COLLEGE EDUCATION PREFERRED

(LIST ALL DUTIES, FUNCTIONS AND RESPONSIBILITIES)

ABC 24 /CW 30 is seeking a full-time Account Executive. Candidate must be creative, energetic, passionate, detail oriented and have a strong drive to succeed! Must have excellent written and verbal communication skills, strong work ethic and positive attitude. Two plus years of sales preferred. Developmental and direct business experience is a plus. Pre-employment drug test and clean MVR required. Send cover letter and resume to:

LAURA LOVEJOY
ABC 24/CW 30
2701 UNION AVE. EXT.
MEMPHIS, TN. 38112
OR VIA EMAIL: llovejoy@abc24.com

Please no phone calls

Equal Opportunity Employer

A NEWPORT TELEVISION STATION



April 14, 2010

Mr. Curtis Rodgers
Career Center
Christian Brothers University
650 E. Parkway South
Memphis, TN. 38104

Dear Mr. Rodgers:

The attached information describes the job opening for the following position:

Account Executive

No telephone calls please. The position is available immediately and we hope to have it filled as soon as possible.

Sincerely,

A handwritten signature in cursive script that reads 'Karen Wills'.

Karen Wills
Business Manager

Enclosure (1)

EOE

19-11



April 14, 2010

Ms. Denita Hedgeman
LeMoyne Owen College
Career Services Office
807 Walker Ave.
Memphis TN. 38126

Dear Ms. Hedgeman:

The attached information describes the job opening for the following position:

Account Executive

No telephone calls please. The position is available immediately and we hope to have it filled as soon as possible.

Sincerely,

A handwritten signature in cursive script that reads 'Karen Wills'.

Karen Wills
Business Manager

Enclosure (1)

EOE

19-21



April 14, 2010

Mr. David Chamberlain
Memphis Career Center
5368 Mendenhall Mall
Memphis, TN. 38115-4505

Dear Mr. Chamberlain:

The attached information describes the job opening for the following position:

Account Executive

No telephone calls please. The position is available immediately and we hope to have it filled as soon as possible.

Sincerely,

A handwritten signature in cursive script that reads 'Karen Wills'.

Karen Wills
Business Manager

Enclosure (1)

EOE

19-31



April 14, 2010

Brenda Williams
Southwest Tennessee Community College
5983 Macon Cove
Farris Building Rm. 2160
Memphis, TN. 38134

Dear Ms. Williams:

The attached information describes the job opening for the following position:

Account Executive

No telephone calls please. The position is available immediately and we hope to have it filled as soon as possible.

Sincerely,

A handwritten signature in black ink that reads 'Karen Wills'.

Karen Wills
Business Manager

Enclosure (1)

EOE

19-41



April 14, 2010

Tonja Baymon
Employment & Training Manager
Memphis Urban League
413 N. Cleveland
Memphis, TN. 38104

Dear Ms. Baymon:

The attached information describes the job opening for the following position:

Account Executive

No telephone calls please. The position is available immediately and we hope to have it filled as soon as possible.

Sincerely,

A handwritten signature in black ink that reads "Karen Wills". The signature is written in a cursive, flowing style.

Karen Wills
Business Manager

Enclosure (1)

EOE

19-51



April 14, 2010

Ms. Madeleine Taylor
NAACP
588 Vance Ave.
Memphis, TN. 38126

Dear Ms. Taylor:

The attached information describes the job opening for the following position:

Account Executive

No telephone calls please. The position is available immediately and we hope to have it filled as soon as possible.

Sincerely,

A handwritten signature in cursive script that reads 'Karen Wills'.

Karen Wills
Business Manager

Enclosure (1)

EOE

19-61



April 14, 2010

Ms. Joyce Reed
Tennessee Labor &
Workforce Development
1295 Poplar Ave.
Memphis, TN. 38104

Dear Ms. Reed:

The attached information describes the job opening for the following position:

Account Executive

No telephone calls please. The position is available immediately and we hope to have it filled as soon as possible.

Sincerely,

A handwritten signature in cursive script that reads 'Karen Wills'.

Karen Wills
Business Manager

Enclosure (1)

EOE

19-71



April 14, 2010

Ms. Alisha Rose Henderson
University of Memphis
Director of Career & Development
400 Wilder Tower
Memphis, TN. 38152

Dear Ms. Henderson:

The attached information describes the job opening for the following position:

Account Executive

No telephone calls please. The position is available immediately and we hope to have it filled as soon as possible.

Sincerely,

A handwritten signature in black ink that reads "Karen Wills".

Karen Wills
Business Manager

Enclosure (1)

EOE

19-81



April 14, 2010

Mississippi State University
Career Center
P. O. Box P
Mississippi State, MS. 39762
Attn: Scott Maynard

Dear Mr. Maynard:

The attached information describes the job opening for the following position:

Account Executive

No telephone calls please. The position is available immediately and we hope to have it filled as soon as possible.

Sincerely,

A handwritten signature in cursive script that reads "Karen Wills".

Karen Wills
Business Manager

Enclosure (1)

EOE

19-91



April 14, 2010

S. B. Kyle
Operation PUSH
704 S Parkway E.
Memphis, TN. 38106

Dear Mr. Kyle:

The attached information describes the job opening for the following position:

Account Executive

No telephone calls please. The position is available immediately and we hope to have it filled as soon as possible.

Sincerely,

A handwritten signature in black ink that reads "Karen Wills". The signature is written in a cursive, flowing style.

Karen Wills
Business Manager

Enclosure (1)

EOE

20-11



April 14, 2010

Sue Crawley
Mid-South Women's Connection
2750 Darlington Cove
Memphis, TN. 38118

Dear Ms. Crawley:

The attached information describes the job opening for the following position:

Account Executive

No telephone calls please. The position is available immediately and we hope to have it filled as soon as possible.

Sincerely,

A handwritten signature in cursive script that reads 'Karen Wills'.

Karen Wills
Business Manager

Enclosure (1)

EOE

20-21



April 14, 2010

Felicia Lee
Tennessee Technology
550 Alabama
Memphis, TN. 38105

Dear Ms. Lee:

The attached information describes the job opening for the following position:

Account Executive

No telephone calls please. The position is available immediately and we hope to have it filled as soon as possible.

Sincerely,

Karen Wills
Karen Wills
Business Manager

Enclosure (1)

EOE

20-41



April 14, 2010

Bobbi Oliver
Mississippi Dept. of Employment Security
P. O. Box 186
Southaven, MS 38671

Dear Bobbi Oliver:

The attached information describes the job opening for the following position:

Account Executive

No telephone calls please. The position is available immediately and we hope to have it filled as soon as possible.

Sincerely,

A handwritten signature in cursive script that reads 'Karen Wills'.

Karen Wills
Business Manager

Enclosure (1)

EOE

20-61



April 14, 2010

SRVS
3592 Knight Arnold
Memphis, TN. 38118
Attn: Donna Palmer – Director

Dear Ms. Palmer:

The attached information describes the job opening for the following position:

Account Executive

No telephone calls please. The position is available immediately and we hope to have it filled as soon as possible.

Sincerely,

A handwritten signature in cursive script that reads 'Karen Wills'.

Karen Wills
Business Manager

Enclosure (1)

EOE

20-71



April 14, 2010

Bridges, USA
477 N. Fifth Street
Memphis, TN. 38105
Attn: MaryAn Mercer
Business Development

Dear Ms. Mercer:

The attached information describes the job opening for the following position:

Account Executive

No telephone calls please. The position is available immediately and we hope to have it filled as soon as possible.

Sincerely,

A handwritten signature in black ink that reads "Karen Wills". The signature is written in a cursive, flowing style.

Karen Wills
Business Manager

Enclosure (1)

EOE

20-81



April 14, 2010

Arkansas Department of Employment Security
Career Services Office
P. O. Box 1928
West Memphis, AR 72303
Attn: Yolanda Macklin

Dear Ms. Macklin:

The attached information describes the job opening for the following position:

Account Executive

No telephone calls please. The position is available immediately and we hope to have it filled as soon as possible.

Sincerely,

A handwritten signature in cursive script that reads 'Karen Wills'.

Karen Wills
Business Manager

Enclosure (1)

EOE

20-91



April 14, 2010

Kristie Johnson
UCP/Memphis Works
4189 Leroy
Memphis, TN. 38108

Dear Ms. Johnson:

The attached information describes the job opening for the following position:

Account Executive

No telephone calls please. The position is available immediately and we hope to have it filled as soon as possible.

Sincerely,

Karen Wills
Karen Wills
Business Manager

Enclosure (1)

EOE

21-11



April 14, 2010

Memphis City Schools
Telecommunications Center
2485 Union Avenue
Memphis, TN. 38112
Attn: Evelyn McGuire

Dear Ms. McGuire:

The attached information describes the job opening for the following position:

Account Executive

No telephone calls please. The position is available immediately and we hope to have it filled as soon as possible.

Sincerely,


Karen Wills
Business Manager

Enclosure (1)

EOE

21-21



April 14, 2010

Tennessee Association of Broadcasters
2 International Plz. Dr.
Suite 507
Nashville, TN 37217-2087
Attn: Jill Green

Dear Ms. Green:

The attached information describes the job opening for the following position:

Account Executive

No telephone calls please. The position is available immediately and we hope to have it filled as soon as possible.

Sincerely,

A handwritten signature in cursive script that reads 'Karen Wills'.

Karen Wills
Business Manager

Enclosure (1)

EOE

21-31



April 14, 2010

Sheree Hudgins
University of Memphis
Department of Communication Arts
143 Theatre Comm. Building
Memphis, TN. 38152-3150

Dear Ms. Hudgins:

The attached information describes the job opening for the following position:

Account Executive

No telephone calls please. The position is available immediately and we hope to have it filled as soon as possible.

Sincerely,

A handwritten signature in cursive script that reads 'Karen Wills'.

Karen Wills
Business Manager

Enclosure (1)

EOE

21-41



April 14, 2010

Lane College
Cedric Deadmon
545 Lane Avenue
Jackson, TN. 38301

Dear Mr. Deadmon:

The attached information describes the job opening for the following position:

Account Executive

No telephone calls please. The position is available immediately and we hope to have it filled as soon as possible.

Sincerely,

A handwritten signature in cursive script that reads 'Karen Wills'.

Karen Wills
Business Manager

Enclosure (1)

EOE

21-51



April 14, 2010

Athens State College
Career Services
300 North Beaty Street
Athens, AL. 36511
Attn: Larry Keenum

Dear Mr. Keenum:

The attached information describes the job opening for the following position:

Account Executive

No telephone calls please. The position is available immediately and we hope to have it filled as soon as possible.

Sincerely,

A handwritten signature in cursive script that reads 'Karen Wills'.

Karen Wills
Business Manager

Enclosure (1)

EOE

21-61



April 14, 2010

Dr. Ralph Braseth
Student Media Center
University of Mississippi
201 Bishop
University, MS 38677

Dear Dr. Braseth:

The attached information describes the job opening for the following position:

Account Executive

No telephone calls please. The position is available immediately and we hope to have it filled as soon as possible.

Sincerely,

A handwritten signature in black ink that reads 'Karen Wills'.

Karen Wills
Business Manager

Enclosure (1)

EOE

21-71



April 14, 2010

Lisa Gooden
Career Services
University of Mississippi
303 Martindale Hall
University, MS 38677

Dear Ms. Gooden:

The attached information describes the job opening for the following position:

Account Executive

No telephone calls please. The position is available immediately and we hope to have it filled as soon as possible.

Sincerely,

A handwritten signature in cursive script that reads 'Karen Wills'.

Karen Wills
Business Manager

Enclosure (1)

EOE

21-81



April 14, 2010

Rust College
Wayne Fiddis
Mass Communication Center
150 Rust Avenue
Holly Springs, MS 38635

Dear Mr. Fiddis:

The attached information describes the job opening for the following position:

Account Executive

No telephone calls please. The position is available immediately and we hope to have it filled as soon as possible.

Sincerely,

A handwritten signature in cursive script that reads 'Karen Wills'.

Karen Wills
Business Manager

Enclosure (1)

EOE

21-91



April 14, 2010

University of Memphis
Herff College of Engineering
201 Engineering Adm. Building
Memphis, TN. 38152-3170
Attn: Shelia Moses

Dear Ms. Moses:

The attached information describes the job opening for the following position:

Account Executive

No telephone calls please. The position is available immediately and we hope to have it filled as soon as possible.

Sincerely,

A handwritten signature in black ink that reads "Karen Wills". The signature is written in a cursive, flowing style.

Karen Wills
Business Manager

Enclosure (1)

EOE

22-11



April 14, 2010

Arkansas State University
Phil Hestand
Career Services
P. O. Box 2490
State University, AR. 72467

Dear Mr. Hestand:

The attached information describes the job opening for the following position:

Account Executive

No telephone calls please. The position is available immediately and we hope to have it filled as soon as possible.

Sincerely,

A handwritten signature in cursive script that reads 'Karen Wills'.

Karen Wills
Business Manager

Enclosure (1)

EOE

22-21



April 14, 2010

Mississippi University for Women
Towanda Williams
Career Services
1100 College St.
W 1624
Columbus, MS 39701

Dear Ms. Williams:

The attached information describes the job opening for the following position:

Account Executive

No telephone calls please. The position is available immediately and we hope to have it filled as soon as possible.

Sincerely,

A handwritten signature in cursive script that reads 'Karen Wills'.

Karen Wills
Business Manager

Enclosure (1)

EOE

22-31



April 14, 2010

Northwest Community College
4975 Hwy. 51 N
Senatobia, MS 38635
Attn: Kristin Watson

Dear Ms. Watson:

The attached information describes the job opening for the following position:

Account Executive

No telephone calls please. The position is available immediately and we hope to have it filled as soon as possible.

Sincerely,

A handwritten signature in cursive script that reads 'Karen Wills'.

Karen Wills
Business Manager

Enclosure (1)

EOE

22-51



April 14, 2010

American Sportscasters Association
225 Broadway
New York, NY 10007
Attn: Pat Turturro

Dear Mr. Turturro:

The attached information describes the job opening for the following position:

Account Executive

No telephone calls please. The position is available immediately and we hope to have it filled as soon as possible.

Sincerely,

A handwritten signature in cursive script that reads 'Karen Wills'.

Karen Wills
Business Manager

Enclosure (1)

EOE

22-61



March 5, 2010

Jamie Palmer
Career Services
ITT Technical Institute
7260 Goodlett Farms Parkway
Cordova, TN 38016

Dear Ms. Palmer:

The attached information describes the job opening for the following position:

Account Executive

No telephone calls please. The position is available immediately and we hope to have it filled as soon as possible.

Sincerely,

A handwritten signature in cursive script that reads 'Karen Wills'.

Karen Wills
Business Manager

Enclosure (1)

22-71



April 14, 2010

Remington College Memphis Campus
2710 Nonconnah Blvd.
Memphis, TN 38132
Attn: Angela Poole
Career Services Representative

Dear Ms. Poole:

The attached information describes the job opening for the following position:

Account Executive

No telephone calls please. The position is available immediately and we hope to have it filled as soon as possible.

Sincerely,

A handwritten signature in cursive script that reads "Karen Wills".

Karen Wills
Business Manager

Enclosure (1)

22-81



April 14, 2010

Rhodes College
2000 North Parkway
Memphis, TN 38112-1690
Attn: Amy Oakes
Asst. Director of Career Services

Dear Ms. Oakes:

The attached information describes the job openings for the following positions:

Account Executive

No telephone calls please. The positions are available immediately and we hope to have them filled as soon as possible.

Sincerely,

A handwritten signature in cursive script that reads 'Karen Wills'.

Karen Wills
Business Manager

Enclosure (2)

EOE

22-91

**HARDING**
UNIVERSITY**BIS**
CAREER SERVICES[Home](#) | [My Profile](#) | [Student Search](#) | [My Jobs](#) | [My Interview Schedules](#) | [Career Events](#) | [Sign Out](#)[Jobs > Job Profile](#)**Page Functions**[Copy Job](#)
[View Activity](#)**Calendar****Resource Library****I want to...**[Report a Hire](#)**Viewing Job: 452/ACCOUNT EXECUTIVE**[Profile View](#) | [Position Information](#) | [Contact Information](#) | [Posting Information](#)**Position Information**

Please review the information contained in this job posting. Click on the [Edit] link

Click the [View Activity] link above to view all activity for this job posting.

Click the [Close Job] link above to close this job.

Job ID:** 452Job Title:** ACCOUNT EXECUTIVE**Job Reference Num** :**Organization Name:** Newport Television, LLC**No of Openings:****Work Schedule:** Monday-Friday**Hours per Week:** 40**Wage/Salary:****Employment Start Date:** Immediately**Employment End Date:****Supervisor:** Laura Lovejoy***Job Description:** ABC 24 /CW 30 is seeking a full-time Account passionate, detail oriented and have a strong verbal communication skills, strong work ethic business experience is a plus. Pre-employer**Qualifications:** Two plus years of sales preferred***How to Apply:** Send cover letter and resume to
LAURA LOVEJOY
ABC 24/CW 30
2701 UNION AVE. EXT.
MEMPHIS, TN. 38112
OR VIA EMAIL: llovejoy@abc24.com**On-line Application Address** :**Contact Information****First Name:** Laura**Last Name:** Lovejoy**Address Line 1:** 2701 Union Avenue Extended**Address Line 2:****City:** Memphis**State:** TN

Zip: 38112

Country:

Phone: 901.323.2430

Fax: 901.323.9503

***Email:** llovejoy@abc24.com

Website: www.myeyewitnessnews.com

Posting Information

Job Location: Memphis, TN

Job Category: Sales

***Position Type:** Full-Time with Experience

Minimum GPA:

Work Authorization: U.S. Citizen

Graduation Start:

Graduation End:

Classification: Senior

Degrees: BA

Majors:

Screen by Applicant Types: No

Screen by Minimum GPA: No

Screen by Work Authorization: Yes

Screen by Graduation Range: No

Screen by Classification: No

Screen by Degrees: No

Screen by Majors: No

***Post Date:** 4/14/2010

Expiration Date: 7/13/2010

Show Contact Info: Yes

Allow Students to Apply Online  : Yes

Control Information

***Status:** Pending - Employer Edited

FRONT DESK



WPTY/WLMT/WJKT

Job Title: ACCOUNT EXECUTIVE

Department: WPTY/WLMT SALES

Reports To: DIRECTOR OF SALES

REQUIREMENTS:

Education: COLLEGE EDUCATION PREFERRED

(LIST ALL DUTIES, FUNCTIONS AND RESPONSIBILITIES)

ABC 24 /CW 30 is seeking a full-time Account Executive. Candidate must be creative, energetic, passionate, detail oriented and have a strong drive to succeed! Must have excellent written and verbal communication skills, strong work ethic and positive attitude. Two plus years of sales preferred. Developmental and direct business experience is a plus. Pre-employment drug test and clean MVR required. Send cover letter and resume to:

NEWPORT TELEVISION, LLC
ATTN: LAURA LOVEJOY
2701 UNION AVE. EXT.
MEMPHIS, TN. 38112
OR VIA EMAIL: llovejoy@abc24.com

Please no phone calls

Equal Opportunity Employer

A NEWPORT TELEVISION STATION

OPEN DATE: 4/13/2010

CLOSE DATE: 8-27-10

Lori Page - Erin Mc Alexander
Mark Parcell

FIRST FLOOR - SALES



WPTY/WLMT/WJKT

Job Title: ACCOUNT EXECUTIVE

Department: WPTY/WLMT SALES

Reports To: DIRECTOR OF SALES

REQUIREMENTS:

Education: COLLEGE EDUCATION PREFERRED

(LIST ALL DUTIES, FUNCTIONS AND RESPONSIBILITIES)

ABC 24 /CW 30 is seeking a full-time Account Executive. Candidate must be creative, energetic, passionate, detail oriented and have a strong drive to succeed! Must have excellent written and verbal communication skills, strong work ethic and positive attitude. Two plus years of sales preferred. Developmental and direct business experience is a plus. Pre-employment drug test and clean MVR required. Send cover letter and resume to:

NEWPORT TELEVISION, LLC
ATTN: LAURA LOVEJOY
2701 UNION AVE. EXT.
MEMPHIS, TN. 38112
OR VIA EMAIL: llovejoy@abc24.com

Please no phone calls

Equal Opportunity Employer

A NEWPORT TELEVISION STATION

OPEN DATE: 4/13/2010

CLOSE DATE:

SECOND FLOOR - G & A



WPTY/WLMT/WJKT

Job Title: ACCOUNT EXECUTIVE

Department: WPTY/WLMT SALES

Reports To: DIRECTOR OF SALES

REQUIREMENTS:

Education: COLLEGE EDUCATION PREFERRED

(LIST ALL DUTIES, FUNCTIONS AND RESPONSIBILITIES)

ABC 24 /CW 30 is seeking a full-time Account Executive. Candidate must be creative, energetic, passionate, detail oriented and have a strong drive to succeed! Must have excellent written and verbal communication skills, strong work ethic and positive attitude. Two plus years of sales preferred. Developmental and direct business experience is a plus. Pre-employment drug test and clean MVR required. Send cover letter and resume to:

NEWPORT TELEVISION, LLC
ATTN: LAURA LOVEJOY
2701 UNION AVE. EXT.
MEMPHIS, TN. 38112
OR VIA EMAIL: llovejoy@abc24.com

Please no phone calls

Equal Opportunity Employer

A NEWPORT TELEVISION STATION

OPEN DATE: 4/13/2010

CLOSE DATE:

GROUND FLOOR - NEWS



WPTY/WLMT/WJKT

Job Title: ACCOUNT EXECUTIVE

Department: WPTY/WLMT SALES

Reports To: DIRECTOR OF SALES

REQUIREMENTS:

Education: COLLEGE EDUCATION PREFERRED

(LIST ALL DUTIES, FUNCTIONS AND RESPONSIBILITIES)

ABC 24 /CW 30 is seeking a full-time Account Executive. Candidate must be creative, energetic, passionate, detail oriented and have a strong drive to succeed! Must have excellent written and verbal communication skills, strong work ethic and positive attitude. Two plus years of sales preferred. Developmental and direct business experience is a plus. Pre-employment drug test and clean MVR required. Send cover letter and resume to:

NEWPORT TELEVISION, LLC
ATTN: LAURA LOVEJOY
2701 UNION AVE. EXT.
MEMPHIS, TN. 38112
OR VIA EMAIL: llovejoy@abc24.com

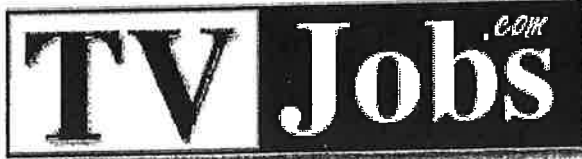
Please no phone calls

Equal Opportunity Employer

A NEWPORT TELEVISION STATION

OPEN DATE: 4/13/2010

CLOSE DATE:



Broadcast Employment Services



WPTY (ABC) Memphis, Tennessee

Position Accounts Executive
Station Ownership Newport Television, LLC
Reference # TVJ#34125928
Type Television
Full / Part Full Time - Regular - 40 Hours Per Week
Experience 2+ Years Preferred
Posted 4/15/2010
Closes 5/15/2010
Time Left 30 Days
DMA #50
Found In Sales - Account Executive



Accounts Executive

ABC 24 /CW 30 is seeking a full-time Account Executive. Candidate must be creative, energetic, passionate, detail oriented and have a strong drive to succeed! Must have excellent written and verbal communication skills, strong work ethic and positive attitude. Two plus years of sales preferred. Developmental and direct business experience is a plus. Pre-employment drug test and clean MVR required. Send cover letter and resume to:

LAURA LOVEJOY
 ABC 24/CW 30
 2701 UNION AVE. EXT.
 MEMPHIS, TN. 38112
 OR VIA EMAIL: llovejoy@abc24.com

Please no phone calls

Equal Opportunity Employer



Supplemental Information

Salary Type
Salary Range
Starting Salary / Year
Starting Salary / Hour
Job Type Full Time - Regular
Hours
Workweek
Scheduled on Holidays
Start Date Immediately
Probation Period
Benefits
Benefit Premium
401K Plan
Vacation
Paid Sick Leave
Phone Calls
Agent Phone Calls
Résumé
Cover Letter
References
Salary History
Tape / Reel
Tape Format
Tape Return
Director's Track
FAX Résumé No
TVJobs.com E-Résumé Yes
Degree Required
Contract Required

A NEWPORT TELEVISION STATION

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 **Send Resume**

Annual E-Résumé subscription
or DigitalTalent résumé required.

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Contract Length
Special Requirements
Driver's License
Insurance
Good Driving Record
Heavy Lifting

Previous Applicants
Local Apartment Rental
Moving Expenses

Union Position
Union Contract Expires

Confirmation Letter

Rejection Letter

Feedback

Drug Screen Yes

Proof of Eligibility to
work in U.S. Required

Equal Opportunity
Employment Yes

EOE Data Form Yes

Account Executive

Last Update: 10:58 am

Department: WPTY/WLMT SALES Reports To: DIRECTOR OF SALES/GSM

Education: COLLEGE EDUCATION PREFERRED

ABC 24 /CW 30 is seeking a full-time Account Executive. Candidate must be creative, energetic, passionate, detail oriented and have a strong drive to succeed! Must have excellent written and verbal communication skills, strong work ethic and positive attitude. Two plus years of sales preferred. Developmental and direct business experience is a plus. Pre-employment drug test and clean MVR required. Send cover letter and resume to:

LAURA LOVEJOY
ABC 24/CW 30
2701 UNION AVE. EXT.
MEMPHIS, TN. 38112
OR VIA EMAIL: llovejoy@abc24.com

Please no phone calls

Equal Opportunity Employer
A NEWPORT TELEVISION STATION

Account Executive - Memphis, TN

Last Update: 1:46 pm

ACCOUNT EXECUTIVE

ABC 24/CW 30 is currently seeking a full-time Account Executive. The ideal candidate for this position needs to be creative, energetic, passionate, detail-oriented and have a strong drive to succeed! Excellent written and verbal communication skills, a strong work ethic and a positive attitude are necessities for this position.

A college education and 2+ years of sales are preferred. Developmental and direct business experience is a plus. A pre-employment drug test and a clean motor vehicle record are required.

Send cover letter and resume to:
Laura Lovejoy
ABC 24/CW 30
2701 Union Ave. Ext.
Memphis, TN 38112

Or via email: llovejoy@abc24.com

NO PHONE CALLS PLEASE

Newport Television LLC is an Equal Opportunity Employer. It is the policy of Newport Television not to discriminate in its employment and personnel policies because of a person's sex, age, race, religion, color, marital status, sexual orientation, citizenship status for legal residents, disability or national or ethnic origin, or other protected class.

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**ACCOUNT EXECUTIVE
WPTY/WLMT/WJKT**

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<http://careerbuilder.resumearabbi.com>

advertisement

Job Snapshot

Location:	2701 Union Ave Ext Memphis, TN 38112
Employee Type:	Full-Time
Industry:	Sales - Marketing
Manages Others:	No
Job Type:	Sales
Education:	4 Year Degree
Experience:	At least 2 year(s)
Relocation Covered:	No
Post Date:	4/14/2010

Contact Information

Contact:	Laura Lovejoy
Phone:	901-323-2430
Fax:	901-323-9437

Description

ABC 24 /CW 30 is seeking a full-time Account Executive. Candidate must be creative, energetic, passionate, detail oriented and have a strong drive to succeed! Must have excellent written and verbal communication skills, strong work ethic and positive attitude. Two plus years of sales preferred. Developmental and direct business experience is a plus. Pre-employment drug test and clean MVR required. Send cover letter and resume to:

LAURA LOVEJOY

ABC 24/CW 30

2701 UNION AVE. EXT.

advertisement



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April 14, 2010

University of Arkansas
ADMN 222
Fayetteville, AR. 72701
Carol Jones – Coordinator Recruiting

Dear Ms. Jones:

The attached information describes the job opening for the following position:

Account Executive

No telephone calls please. The position is available immediately and we hope to have it filled as soon as possible.

Sincerely,

Karen Wills
Karen Wills
Business Manager

Enclosure (1)

EOE

22-41